

Town of Holland Board of Review Minutes

Sheboygan County, WI

Date: May 19, 2021

Time: 4:00 P.M.

Place: Town Holland Hall, W3005 County Road G, Cedar Grove, WI 53013

1. CALL TO ORDER: The 2021 Board of Review was called to order at 4:00 P.M. on Wednesday, May 19, 2021, at the Town of Holland Hall located at W3005 County Road G, Cedar Grove, WI by the Town Chairman David Huenink.
2. INTRODUCTION OF BOARD OF REVIEW MEMBERS: Chair David Huenink introduced the Board of Review members present.
3. CERTIFY WISCONSIN OPEN MEETING LAW HAS BEEN MET: Clerk Janelle Kaiser certified that the requirements of the Wisconsin Open Meeting Law had been met. The notice for this meeting was posted in three places within the Township, on the front door of the Town Hall, and on the Town's website. The agenda for this meeting was posted in three places within the Township, including the Town Hall and the Town Hall's front door, and on the Town's website.
4. ROLL CALL:
 - a. Members present: David Huenink, Stanley Lammers, and Douglas Hamilton
 - b. Members absent: Brody Stapel and Kelly Caswell
 - c. Others present: Clerk Janelle Kaiser and Assessor Luke Mack from Associated Appraisal
5. ADOPT AGENDA AS OFFICIAL ORDER OF BUSINESS: Motion by Lammers, seconded by Hamilton, to adopt the agenda as presented; the motion was carried by unanimous voice vote.
6. SELECT CHAIRPERSON: Motion by Lammers, seconded by Hamilton, to nominate Town Chairman David Huenink as the Chairperson of the Town of Holland 2021 Board of Review; the motion carried by unanimous roll call vote. Douglas Hamilton: Y; Stanley Lammers: Y; David Huenink: Y.
7. SELECT VICE-CHAIRPERSON: Motion by Lammers, seconded by Huenink, to nominate Town Supervisor Douglas Hamilton as the Vice-Chairperson of the Town of Holland 2021 Board of Review; the motion carried by unanimous roll call vote.
8. VERIFY THAT AT LEAST ONE MEMBER OF THE BOARD OF REVIEW HAS MET MANDATORY TRAINING REQUIREMENTS: Clerk-Treasurer Janelle Kaiser certified that at least one member of the 2021 Board of Review has met the mandatory training requirements;

Janelle stated that the affidavit of training was submitted to the Wisconsin Department of Revenue prior to the 2021 Board of Review meeting as required.

9. RECEIPT OF ASSESSMENT ROLL AND SWORN STATEMENTS: Luke Mack of Associated Appraisal introduced himself as an Assessor 2, certification number W171164CA. He provided a brief overview of the work completed by Associated Appraisal for the Town of Holland. Luke stated that notices of assessment were mailed on April 9th, 2021 and Open Book for the Town of Holland took place on April 22nd, 2021. Luke presented the assessment roll to Clerk Janelle Kaiser; Janelle Kaiser signed the assessor's affidavit to acknowledge acceptance of the 2021 assessment roll.
10. EXAMINE ROLL AND CORRECT ERRORS: David Huenink, Douglas Hamilton, Stanley Lammers, and Janelle Kaiser examined the roll and did not find any errors to be corrected.
11. RECEIVE SCHEDULE FOR WRITTEN OBJECTIONS TO BE HEARD: Clerk Janelle Kaiser stated that there were no written objections submitted. Motion by David Huenink, seconded by Douglas Hamilton, to recess the meeting of the 2021 Board of Review at 4:12pm until 5:55pm or until an objector appeared, whichever occurred first; the motion carried by unanimous voice vote. The 2021 Board of Review remained in the meeting room and reviewed the 2021 roll until 5:55pm in event that an objector chose to attend the meeting.
The recess ended at 5:55pm and the meeting was called back into session by Chair David Huenink.
12. HEAR OBJECTIONS AND MAKE DETERMINATIONS: No objectors appeared at the 2021 Board of Review, therefore there were no objections to be heard or determinations to be made.
13. ASK IF ANYONE IS PRESENT WITH OBJECTION THAT HAS NOT SUBMITTED OBJECTION IN WRITING: David Huenink asked three times if anyone was present with an objection that had not submitted an objection in writing. No one was present at 6:00pm.
14. DELIVER DETERMINATION OR RECESS FOR CLERK-TREASURER TO MAIL DETERMINATIONS BY CERTIFIED MAIL: Not applicable.
15. RECONVENE IF NECESSARY: Not applicable.
16. CLERK WILL CERTIFY THAT DETERMINATIONS HAVE BEEN RECEIVED OR SENT BY CERTIFIED MAIL IF NECESSARY: Not applicable.
17. ADJOURN – Motion by Hamilton, seconded by Lammers, to adjourn the meeting at 6:00pm; the motion was carried by unanimous voice vote.